



Rules and Regulations
of the
Delhi Parsi Anjuman

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Willard G. Oxtoby



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RULES AND REGULATIONS
OF THE
DELHI PHRSI ANJUMAN

(As passed by the General body at the Annual General Meeting held on 12th March, 1961 and as amended at the Annual General Meetings held on 19th March 1967, 4th March, 1973, 10th March, 1974 and 16th March, 1975 and at the Special General Meeting held on 2nd December, 1973). (A Society registered in Delhi in 1941 under the Societies Registration Act, 1860).

NAME

1. The name of the Society shall be "The Delhi Parsi Anjuman".

DEFINITIONS

2. For the purpose of these Rules and Regulations :

- (a) The term "Delhi" shall mean the Union Territory of Delhi.
- (b) The term "Parsi" shall mean one born of Parsi father and professing the Zoroastrian religion.
- (c) The term "Member" shall mean a Parsi male or female of the age of 18 years or above who makes the application for membership and pays the subscription as prescribed in the Rules and whose name appears in the Register of Members

maintained by the Society and includes a Parsi Zarthosti firm. The term "Member" shall include a Resident Member, i.e. a Member residing in Delhi, a Non-resident Member, i.e. an out-station Member residing outside Delhi and a Life Member.

OBJECTS

3. The objects of the Delhi Parsi Anjuman are:
 - (a) To provide facilities for Religious, Social, Intellectual and other material benefits to members of the Delhi Parsi community and to guard their interests.
 - (b) To establish, maintain, improve, manage, develop or otherwise deal with the Cemetery (Burial Ground, or Cemeteries, Fire Temple, Dharamshala as well as other properties for the members of the Delhi Parsi community.
 - (c) To provide for the maintenance of widows, orphans and other destitute members of the Delhi Parsi community.
 - (d) To provide for Library, Reading Room, etc.
 - (e) To start Schools and Colleges for children of the Delhi Parsi Community.
 - (f) To manage Religious, Charitable and other Trust Funds created for the general benefit of the Parsi community, or for some specified purpose entrusted to the Anjuman for management.
 - (g) To borrow and raise money with or without security or on the security of a mortgage,

charge or hypothecation, or pledge of all or any of the immovable or, movable properties belonging to the Anjuman or, in any other manner whatsoever.

- (h) To do all such other things as are incidental or conducive to the attainment of the above objects.

MEMBERSHIP AND SUBSCRIPTION

1. Application for membership shall be made to the Honorary Secretary in the Form prescribed in Appendix "A" and he shall ordinarily accept the same if the applicant is eligible under the Rules. The Honorary Secretary may, if necessary, refer the application to the Board of Trustees who may accept or reject the same in their discretion.

2. The acceptance or rejection of the application for membership shall be intimated to the applicant by the Honorary Secretary who shall, at the same time, in case the application is accepted, call upon the applicant to pay to the Honorary Treasurer the prescribed subscription and on payment being made the Honorary Secretary shall enter the name of the applicant in the Register of Members, specifying the date of entry into membership which shall be the date of payment of the subscription.

3 (i) Every member, other than a life member, shall pay to the Honorary Treasurer the annual membership subscription which shall be as follows :—

- (a) Rs. 24/- for an unmarried resident member ;
- (b) Rs. 36/- for a resident married couple,

provided that where the husband or the wife is not eligible to be a member, the other party shall pay Rs. 24 only ;

- (c) Rs. 18/- for an unmarried non-resident member ;
- (d) Rs. 27/- for a non-resident married couple, provided that where the husband or the wife is not eligible to be a member, the other party shall pay Rs. 18/- only.

3 (ii) All annual subscriptions of existing members shall be paid by 31st January preferably by cheque. If a member is newly enrolled at any time between 1st January and 30th June, he shall pay his annual subscription for the year before such enrolment and if he or an existing member discontinues his membership on or before 30th June, the Anjuman will refund the second half yearly subscription if the member so desires, provided that a member shall have the option to pay his annual subscription in two half-yearly instalments. Members enrolled on or after 1st July will pay only half the annual subscription for the year of enrolment.

3 (iii) Every life member who is unmarried or married to a non-Parsi shall pay a once-for-all life subscription of Rs. 500/- and every member who is married to a Parsi shall pay a once-for-all subscription of Rs. 750/-. Subject to the provisions of Rule 7, a life member will enjoy all the benefits of membership during his or her life time and if married to a Parsi, the spouse will also be entitled to such benefits during his or her life time. An unmarried life member on marriage

to a Parsi shall pay the difference in the life membership subscription.

All membership subscriptions will be credited to and form part of the corpus of the Delhi Parsi Anjuman

4. All annual subscriptions of existing members are payable by 31st January and of newly enrolled members before such enrolment, provided that a member may opt to pay his annual subscription in two half-yearly instalments payable by 31st January and 31st July respectively. An existing member who does not pay his subscription by such time to the Honorary Treasurer shall be sent a written reminder to pay the same within a grace period of 15 days. If the subscription is not paid by 15th February or 15th August as the case may be, he shall automatically cease to be a member forthwith and after the end of February or end of August as the case may be, his name shall be removed by the Board of Trustees from the Register of Members unless he has been reinstated as a member in the meantime.

5. An existing member who has ceased to be a member for non-payment of subscription shall be reinstated as a member by the Honorary Secretary, on his paying to the Honorary Treasurer, the arrears of subscription as well as the subscription due for the current year in which the payment is made. On such reinstatement the Honorary Secretary shall enter the name of the person reinstated in the Register of Members, if it is not already there, specifying the date of such reinstatement which shall be the date of the payment of the amounts mentioned above.

6. A member may resign his membership on

giving notice to that effect in writing to the Honorary Secretary, but subject to the provisions of Rule 3(ii), he shall remain liable for the arrears of subscription for the half year in which the said notice is given.

7. The Board of Trustees may remove from membership, any person whom they consider ineligible for membership or whose continuance as a member they consider objectionable, provided that before such removal, the Board Trustees shall give to such member an opportunity to furnish an explanation against such action within 15 days. If the member fails to furnish an explanation within the said period or if the Board of Trustees on considering the explanation decide to remove him from membership, they will give the member a notice of such intention and an opportunity to resign within 15 days, and failing such resignation the name of the member shall be removed from the list of members.

GENERAL MEETINGS

8. The Annual General Meeting shall be called by the President as far as possible in March of each year and notice thereof shall be given by the Honorary Secretary to the members at least two weeks before the date fixed for the meeting. The Honorary Secretary shall forward, along with the notice, the agenda and a copy of the audited statement of Accounts, and a copy of the Annual Report to each member. The notice may be given to any member either personally or by sending it by post to him to his registered address. The accidental omission to give notice or the non-receipt of a notice by any member, if posted, shall not invalidate the proceedings at that meeting.

9. The business at the Annual General Meeting shall be as follows:—

- (a) To adopt the Annual Report presented by the Honorary Secretary.
- (b) To pass the accounts of the preceding year audited by the Auditors.
- (c) Address of the President.
- (d) To elect the President, Vice-President, Honorary Secretary, Honorary joint Secretary, Honorary Treasurer and other members of the Board of Trustees of the Delhi Parsi Anjuman subject to rules 16 and 17 hereof.
- (e) To appoint a Chartered Accountant or a firm of Chartered Accountants as auditor(s) and fix his/their remuneration, if any.
- (f) To consider any other matter connected with the Anjuman which the President or any member may bring forward. Provided that in the case of the latter, due notice of such matter, has been given by the member to the Honorary Secretary at least 10 days before the date of the meeting. The Honorary Secretary shall post a notice to all members of the Anjuman of such matter at least 72 hours before the time of the meeting. The accidental omission to give notice or the non-receipt of a notice by any member, if posted, shall not invalidate the proceedings at that meeting.

10. A special General Meeting of the Anjuman shall be convened by the Honorary Secretary at

the instance of the President, or the Board of Trustees, on a written requisition from at least 25 members, or one-third of the members entitled to vote, whichever is less, within 30 days of such requisition, and notice thereof shall be given to members two weeks before the date of the meeting. The notice shall be given as provided for the Annual General Meeting. The requisition and notice shall specify the exact nature of the matter to be considered and the resolution(s) proposed by the requisitionists. No other matter or resolution shall be considered at such Special General Meeting. In the event of failure on the part of the Honorary Secretary to call such a meeting, the requisitionists may themselves convene such meeting by giving 10 days notice thereof after the expiry of five days from the last date on which the Honorary Secretary should have given such notice. The Resolution(s) on the Agenda if passed at such meeting with amendments, if any, shall be binding on the Anjuman.

11. An Urgent General Meeting may be called by the President or by the Honorary Secretary under instructions from the President to consider a subject or subjects requiring urgent attention in the opinion of the President. The notice convening such meeting shall be issued at least 10 days prior to the date of the meeting. No Subjects other than those included in the Agenda shall be discussed at any Urgent General Meeting. Any resolution(s) with amendments, if any, on the specified subjects(s) passed at such Urgent General Meeting shall be binding on the Anjuman.

12. All general meetings of the Anjuman shall ordinarily be held in the Bhiwandiwala Hall,

Bahadurshah Zafar Marg, Delhi Gate, New Delhi, unless the President directs otherwise.

PROCEDURE AT GENERAL MEETINGS

13. At every General Meeting, and at every meeting of the Board of Trustees, the President shall preside. In his absence the Vice-President shall preside. In the absence of the President and the Vice-President, the meeting shall elect a Chairman from among the members present and entitled to vote. Every meeting shall be duly constituted as per these rules.

14. At every General Meeting, the minutes of the previous General Meeting shall be read and signed by the Chairman after ensuring from the members present that the minutes have been correctly recorded but the minutes of the Annual General Meeting shall be so read only at the next Annual General Meeting.

15. For an Annual General Meeting, An Urgent General Meeting and Special General Meeting, the quorum shall be 40 members, or one-third of the members, entitled to vote, whichever is less. If within half an hour from the time appointed for the meeting the quorum is not present, the meeting, if called upon the requisition of members, shall be dissolved. In any other case, after an interval of half an hour the work will commence as if the proper quorum was present provided that the number of the members then present and entitled to vote is not less than 15 excluding the office bearers.

At all meetings of the Anjuman the members shall vote only in person, and no voting by proxy

will be permitted. In the event of equality of votes the Chairman of the meeting shall have the right of a casting vote.

Votes at any meeting of the Anjuman may be taken on a show of hands or by ballot or in such manner as the Chairman of the meeting prescribes, provided that on a demand for a vote by secret ballot being made by 25 per cent of the members present and entitled to vote, the voting shall except in regard to the election of trustees or any of them, be by secret ballot in any manner prescribed by the Chairman. No member shall be entitled to vote at any General Meeting of the Anjuman unless he has continuously been a member of the Anjuman for a period of six complete months ending on 31st December. Subject to the foregoing, a firm which is a member may vote through one of its Parsi members duly authorised in writing to that effect.

No member (whether an employee or office-bearer) shall vote on a matter in which he is concerned in a private capacity, nor shall his presence count for the purpose of forming a quorum at the time of such vote.

Only a member entitled to vote at a meeting shall have the right to be present at the meeting and participate in the proceedings. Other persons may at the discretion of the Chairman of the meeting be allowed to be present at the meeting or participate in the proceedings but shall not have the right to vote.

BOARD OF TRUSTEES

16. The management of the Anjuman shall be conducted by a Board of Trustees consisting of 9

members of the Anjuman, viz President, Vice-President, Honorary Secretary, Honorary Joint Secretary, Honorary Treasurer and 4 other Trustees each of whom shall hold office for a period of three years but shall thereafter be eligible for re-election provided that in addition to the said 9 members, the Board of Trustees shall have the power to co-opt two members to hold office till the next Annual General meeting.

17. The Trustees shall (save as herein after provided) be elected at the Annual General Meeting by ballot. Every candidate for election as Trustee shall, with his consent, be proposed by a member entitled to vote and seconded by another entitled to vote without discussion. A written notice of such proposal shall be sent to the President, or in his absence from Delhi to the Vice-President, or in his absence from Delhi to the Honorary Secretary, or in his absence from Delhi to the Honorary Joint Secretary not less than seven days before the date appointed for the election. Voting papers shall be distributed, collected and scrutinized by three scrutineers appointed by the Chairman at the meeting and the results of the scrutiny declared at the meeting and recorded in the proceedings of the meeting. Vacancies occurring on the Board due to death, resignation, disqualification or any other cause shall be filled up by the Trustees themselves till the next Annual General Meeting, provided that the number of the Trustees elected at the General Meeting of the Anjuman is not at any time less than four. If the number of the Trustees so elected is at any time less than four the Honorary Secretary shall at the instance of the President convene a Special General

Meeting within 30 days of such occurrence to elect trustees to fill up vacancies of all trustees except those trustees who have been elected at a General Meeting and till such election the existing trustees shall constitute the Board.

A resignation of any member of the Board of Trustees shall be effective from the date of its receipt by the President.

18. The Board of Trustees shall hold a meeting at least once in every three months at such place as the President may fix from time to time. At every meeting of the Board of Trustees the minutes of the previous meeting of the Board shall be read and confirmed and signed by the Chairman after ensuring from the trustees present that the minutes have been correctly recorded. Non-attendance by a member of the Board of Trustees for three consecutive meetings of the Board, unless decided by the Board of Trustees to be for good cause, shall constitute a vacancy. The Honorary Secretary shall draw the attention of every member to this rule if he has failed to attend two consecutive meetings of the Board. Leave of absence may be given by the Board to any member in a fit case for a period not exceeding six months.

19. The Board of Trustees, or the Anjuman shall have the power to appoint sub-committees, each consisting of two or more members for any special purposes of the Anjuman.

20. At any meeting of the Board of Trustees, five members shall form a quorum. However, in the eventuality envisaged in the last sentence

of the first paragraph of rule 17, three members of the Board shall constitute the quorum. In the absence of a quorum, the meeting shall be postponed to another day. At the postponed meeting two shall form a quorum.

21. In the absence of the President from Delhi, his rights, powers and duties shall devolve on the Vice-President and shall be exercised and performed by him.

In the event of a vacancy occurring in the office of the President, his rights, powers and duties will be exercised by the Vice-President in addition to his own till the next Annual General Meeting. If at any time both the offices of the President and the Vice-President become vacant, the Honorary Secretary shall within 30 days of such occurrence call a General Meeting for electing these two office bearers.

In the absence of the Honorary Secretary from Delhi, his rights, powers and duties shall devolve on the Honorary Joint Secretary and shall be exercised and performed by him. From time to time the President at his discretion may allot to the Honorary Joint Secretary such of the rights, powers and duties of the Honorary Secretary as he deems fit.

F U N D S

22. The Funds of the Anjuman shall be managed in the accordance with the Rules and Regulations of the Anjuman.

All the property of the Anjuman other than moneys in Banks, shall stand in the name of the

Delhi Parsi Anjuman or any two or more of the Trustees of Delhi Parsi Anjuman or the Bankers of the Delhi Parsi Anjuman and be transferred by the signatures of any two Trustees authorised by the Board of Trustees for the purpose, but the Trustees may keep shares, debentures or other marketable securities in the name of a bank or in the name of two or more Trustees for facility of transfer.

23. The Funds of the Anjuman shall be deposited with the Post Office Savings Bank, the State Bank of India, or with any other scheduled bank or invested in any securities under the Indian Trust Act, 1882 (Act II of 1882, Section 20, Investment of Trust money) or in shares or debentures of registered companies or corporations. Such deposits in the aforesaid banks shall be in the name of the Delhi Parsi Anjuman, and shall be operated upon jointly by any two of the office-bearers appointed by the Board of Trustees for the purpose.

24. The Board of Trustees shall have the right and discretion either to permit the existing securities, and all other securities, which may for the time being form part of the property of the Delhi Parsi Anjuman, to remain invested as at present, or may at any time or times, sell the same or any part thereof, and invest the proceeds, or any other trust funds, in such securities or in such manner as the Trustees may decide, and may vary or transpose such investments into or for others of any nature which may be deemed by the Trustees to be in the interest of the trust.

24A. The Board of Trustees shall have the power to borrow or raise money which may be required for the purposes of the Anjuman upon bonds, promissory notes or other obligations or securities of the Anjuman, or by mortgage or charge on the property of the Anjuman.

25. The Board of Trustees shall have control over the expenses of the Anjuman, and shall have power to meet all current or recurring expenditure such as taxes, salaries of servants, petty purchases and the like, but shall not spend any amount exceeding Rs. 30,000 at a time for a non-recurring specific object without the consent of the Anjuman. The Board of Trustees shall also have discretion, in special cases to accord help to widows, orphans or other destitute members of the Parsi community to the extent they consider reasonable in each individual case.

26. The Honorary Treasurer or any other Trustee authorised by the Board of Trustees is empowered to retain a sum of Rs. 500 in cash to meet contingencies and current expenses.

27. Members subscriptions, and all other funds received from time to time, shall be promptly deposited in the Bank, without utilizing any portion thereof.

ANNUAL ACCOUNTS

28. Accounts audited by the Auditors appointed under rule 9 (e) shall be published annually showing the Receipts and Disbursements, as well as a statement of Assets and Liabilities of the Anjuman. Such accounts shall be made up to 31st

December of the year preceding the Annual General Meeting

GENERAL

29. The Rules and Regulations of the Anjuman can be altered, amended or added to at any Annual General Meeting or at a Special General Meeting convened for the purpose by a Resolution which should be passed by a majority of not less than 75 percent of the members present and entitled to vote and voting personally at the meeting, of which notice specifying the intention to propose the Resolution as such has been duly given not less than 14 clear days before the date of the meeting.

30. The minutes of the proceedings of all the meetings shall be recorded by the Honorary Secretary or the Honorary Joint Secretary and shall be read and signed as per Rules 14 and 8.

31. The Honorary Secretary of the Anjuman will, in conjunction with the President, or with his approval or in his absence with the approval of the Vice-President, sign all documents of the Anjuman other than those mentioned in Rule 22.

32. The Honorary Secretary shall ordinarily arrange functions of the Delhi Parsi Anjuman as and when required.

33. The Honorary Secretary shall maintain :—

- (a) Separate books for recording the minutes of the proceedings of meetings of the Board of Trustees and of meetings of the Anjuman.
- (b) A copy of the Rules and Regulations of the Anjuman, amended from time to time.

(c) An Inventory of furniture, crockery, linen, books, files, etc.

(d) A Register of members with their full names and addresses specifying the dates of the entry, removal, etc.

(e) A Register of burials in the Cemeteries.

34. The Honorary Treasurer shall maintain all accounts and such other books as directed by the Board of Trustees.

35. The Honorary Treasurer shall submit to the Board of Trustees quarterly statement of accounts at the first meeting of the Board of Trustees subsequent to the said quarter and at least six weeks before the Annual General Meeting shall submit to the Board of Trustees a statement of the annual accounts of the Anjuman duly audited and signed by the appointed Auditors.

36. The President shall have full authority to entrust to any Trustee any duties or functions for the proper administration of the Delhi Parsi Anjuman and such Trustee shall perform such duties and functions unless prevented therefrom to the reasonable satisfaction of the Board.

37. All correspondence as well as the record of proceedings and minutes of the meetings shall be in the English language.

38. The Anjuman may after due notice elect as a Patron at a duly convened Annual General Meeting any person who has rendered long and distinguished service to the community in Delhi and he shall remain a Patron so long as he has not ceased to be a member.

39. The Anjuman may run a Social centre which will be managed and administered by a Committee of six members of the Anjuman, four of whom will be elected at the Annual General Meeting and the remaining two members will be nominated by the Board of Trustees. The Committee may frame bye-laws for the management of the Centre, but in matters of policy the Committee will function under the supervision of the Board of Trustees.

40. The Board of Trustees may frame Rules and Regulations for the management and administration (including the charges to be levied) of the Dharamshala and the Aramgah and for the use of the Bhiwandiwalla Hall, and other Institutions of the Anjuman.

41. These rules shall take effect from the 1st April, 1961, but all actions, taken and all matters decided under the old rules shall continue in force, until further action or decision thereon is taken under the present rules which shall be done as early as possible. If any doubt or difficulty arises of a point relating to transition from the old rules to the present rules, the decision of the President thereon shall be final and shall not be called into question in any manner or at any time whatsoever.

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APPENDIX " A "

Form of Application for Membership of the Delhi Parsi Anjuman

I. Mr. /Mrs. /Dr. /Miss.....

of.....

Delhi/New Delhi hereby apply for membership of the Delhi Parsi Anjuman. I agree to abide by the Rules and Regulations of the Anjuman and also to pay the membership subscription as provided therein.

.....
(Signature)

Date.....